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6 UNITED STATES DISTRICT COURT  
7 WESTERN DISTRICT OF WASHINGTON  
8 AT TACOMA

9 HILLARY WALLS-STEWART,

10 Plaintiff,

11 v.

12 VERGON MEDICAL COMPANY, et al.,

13 Defendants.

Case No. C12-5206BHS

ORDER DIRECTING  
SERVICE BY CLERK

14 Plaintiff has been granted leave to proceed with this action in forma pauperis. The  
15 Court, having reviewed Plaintiff's complaint, does hereby ORDER as follows:

16 **1. Service by Clerk**

17 The clerk is directed to send the following to Defendants by first class mail: a copy of  
18 Plaintiff's complaint, a copy of this order, two copies of the Notice of Lawsuit and Request  
19 for Waiver of Service of Summons, a Waiver of Service of Summons, and a return envelope,  
20 postage prepaid, addressed to the Clerk's Office.

21 **2. Response Required**

22 Defendants shall have **thirty (30) days** within which to return the enclosed waiver of  
23 service of summons. A defendant who timely returns a signed waiver shall have **sixty (60)**  
24 **days** after the date designated on the notice of lawsuit to file and serve an answer to the  
25 amended complaint or a motion permitted under Rule 12 of the Federal Rules of Civil  
26 Procedure.  
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1 A defendant who fails to timely return a signed waiver will be personally served with  
2 a summons and complaint, and may be required to pay the full costs of such service,  
3 pursuant to Rule 4(d)(2). A defendant who has been personally served shall file an answer  
4 or motion permitted under Rule 12 within **thirty (30) days** after service.

5 **3. Filing and Service by Parties, Generally**

6 All original documents and papers submitted for consideration by the Court in this  
7 case are to be filed with the Clerk of this Court. The papers shall be accompanied by proof  
8 that such documents have been served upon all parties that have entered a notice of  
9 appearance in the underlying matter.

10 **4. Motions**


11 Regarding the filing of motions before the Court, the parties are directed to review  
12 Local Rule CR 7 in its entirety. A few important points are highlighted below:

13 Any request for Court action shall be set forth in a motion, properly filed and served.  
14 Pursuant to amended Local Rule CR 7(b), any argument being offered in support of a  
15 motion shall be submitted as a part of the motion itself and not in a separate document. The  
16 motion shall include in its caption (immediately below the title of the motion) a designation  
17 of the date the motion is to be noted for consideration upon the Court's motion calendar.

18 **5. Direct Communications with District Judge**

19 No direct communication is to take place with the District Judge with regard to this  
20 case. All relevant information and papers are to be directed to the clerk.

21 DATED this 25<sup>th</sup> day of April, 2012.

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24 BENJAMIN H. SETTLE  
25 United States District Judge  
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